



Minutes for Friends of KSPS Board Meeting December 19, 2013 – 4:30pm

Attending - President Leo Stevens, Vice-President Pati Dahmen, Secretary Marvo Reguindin, Co-Treasurer Jeffrey Adams, Co-Treasurer Clint Marvel, Mark Anderson, Roberta Brooke, Gary Livingston, Kathleen Mackenzie, Mary Joan Hahn (phone), Bob Morrison (Calgary Representative-phone), Mary Phillips-Rickey (Edmonton Representative – phone), Rosemary Selinger (phone)

Absent – Christine Johnson, Kelly Konkright

Staff- Gary Stokes (General Manager), Dawn Bayman (Development Director), Sandra Kernerman (Director of Special Giving)

President Leo Stevens called the meeting to order at 4:32pm.

First order of business is approval of the Minutes from the November 21 meeting. Co-Treasurer Clint Marvel asked for several changes regarding wording on the Audit findings, votes on the investment policy, and the amount threshold on capital asset purchases. With those changes, Co-Treasurer Marvel called for approval of the November 21st minutes as amended, seconded by Roberta Brooke, and unanimously approved. Steve Walther made a motion for approval of the Minutes for the December 9th Special Meeting, seconded by Co-Treasurer Jeffrey Adams, and unanimously approved.

November financials – Clint Marvel reported that Development revenues are our shining star with total operating revenue at \$98,000 ahead of plan ...with Membership, Corporate Support and Major Donor Support setting the pace. There are some unfavorable numbers in other revenue categories (WSU, NIC), which all told, put us \$43,000 under budget. However, total operating expenses are slightly more than \$1,000,000 under budget. Most of that favorable comes from a delay in paying the \$815,000 Dues Bill to PBS, which was due on November 30th. However even without that, we'd still be about \$200,000 favorable overall compared to budget. Co-Treasurer Marvel asked for a motion to approve the November Financials. Motion was made by Secretary Marvo Reguindin, seconded by Kathleen Mackenzie and unanimously approved.

General Manager Gary Stokes updated the Board on the status of the Line of Credit, PBS Dues Payment, and Corporation for Public Broadcasting Grant. Since the 12/9 Board authorization to pursue the \$750,000 Line of Credit with Washington Trust Bank, that Line of Credit has been activated and,

combined with cash assets, was used to pay the PBS Dues Bill on Friday 12/13, meeting the extension deadline without incurring any late payment penalty. We have subsequently received the CPB Grant of \$720,000 and will use that, plus cash assets to repay the Line of Credit in Full. By paying it all back before the end of the month, we also will incur a minimal interest payment from WTB and will have the entire \$750,000 available for us for future use.

Co-Treasurer Jeffrey Adams discussed a revised Investment Policy. The New Policy will cover the Operating Reserve Fund, the ratio of Cash vs. Investments, and General Manager Spending limits and requirements for use. Copies of the proposed Policy will be distributed for Board Review prior to the January Meeting, at which time there will be a discussion and vote.

President Stevens provided an update on plans for the Board Retreat. After discussion with the Executive Committee, it was determined the best dates for the Retreat are Friday, February 21st and Saturday, 22nd at KSPS. Linda Oien will facilitate, and holding it at the station makes it easier for key staff to be involved in the process. Board Members Steve Walther and Mary Joan Hahn indicated prior commitments and will be unable to attend either day. After further discussion, Roberta Brooke made a motion to approve the retreat dates and location, seconded by Secretary Marvo Reguindin. All but Mary Joan Hahn vote Aye, Motion passes.

Manager's Reports – General Manager Gary Stokes discussed this evening's Health Matters on Arthritis, the creation of a DVD trailer for a proposed Documentary on Nell Shipman, a 1920's actress, feminist and animal rights activist who emigrated to Priest Lake from Canada, and highlighted the upcoming 12/26 edition of Northwest Profiles featuring two great segments – we had a crew accompany the last of the Honor Flights for WWII veterans in our area, and also had a crew on board the Fantasy Flight to the North Pole for area children. There were updates on debut dates of returning programs, including season four of Downton Abbey on January 5th. On the outreach side, Gary met with representatives of WSU Spokane on programming and underwriting opportunities, the General Manager of Comcast to discuss operational issues, and the Executive Directors of the Museum of Arts and Culture and the YWCA about partnerships.

Development Director Dawn Bayman provided an update on the December Membership Drive, which raised \$226,000- 10% below goal, but a better finish than expected, based on the slow start. The Top Program – Rick Steves – \$28,000 for the live Pledge event, plus \$8,000 Saturday re-broadcast, and \$8,000 more for the sold out speaking event at Rockwood Retirement South. The Sunday afternoon Downton Abbey 4 Preview event at the Lincoln Center also went well. We couldn't charge for it, but it was a great friendraising opportunity. Dawn and Director of Special Giving Sandra Kernerman will be headed to Edmonton and Calgary the first week in January, visiting current and prospective donors and underwriters. Dawn also complimented the work of our volunteers who are taking on many support roles at the station.

President Stevens broached the topic of moving the Board meetings back to every other month, though with a meeting already set for January, followed by the February Retreat, that may have to wait a while. With no other business, the meeting was adjourned at 5:25pm.